

MEMORANDUM

March 6, 2009

TO: Jennifer Barrett, Director, Department of Finance
Richard Bowers, Interim Fire Chief, Montgomery County Fire and Rescue Service
David Dise, Director, Department of General Services
George Griffin, Director, Department of Liquor Control
Arthur Holmes, Director, Department of Transportation
Tom Manger, Police Chief, Montgomery County Police Department
Leon Rodriguez, County Attorney, Office of the County Attorney
Arthur Wallenstein, Director, Department of Correction and Rehabilitation

FROM: Chris Cihlar, CountyStat Manager

SUBJECT: Cross-agency risk management issue

The following items were identified for follow-up during the 3/6/2009 CountyStat meeting:

1. Finalize the list of variables, including types of injuries, that will be tracked and reported on a routine basis by CountyStat.
Responsible parties: CountyStat and Finance
Other parties involved: none
Deadline: 4/30/2009
2. Reevaluate the inclusion of operational and administrative costs into the benchmarks for projected cost per \$100 of payroll to ensure the benchmarks are an apples to apples comparison to the projected costs shown for each department.
Responsible parties: Finance
Other parties involved: CountyStat
Deadline: 4/30/2009
3. Develop an estimate of the hidden costs of worker's compensation beyond costs directly associated with claims and include this item in CountyStat tracking system.
Responsible parties: Finance
Other parties involved: CountyStat
Deadline: 4/30/2009
4. Develop a clear system to track and analyze the "types" of injuries and for each department include the top three injuries in CountyStat tracking system
Responsible party: Finance
Other parties involved: CountyStat
Deadline: 4/30/2009
5. Identify opportunities and develop options for changes in workers' comp law in State level.
Responsible parties: OCA
Other parties involved: Finance
Deadline: 4/30/2009

6. Develop a clear guidance to the departments for definitions of “preventable” and “non-preventable” injuries and include this item in CountyStat tracking system.
Responsible parties: Finance, OCA
Other parties involved: MCFRS, DGS, DLC, DOT, MCPD, DOCR
Deadline: 4/30/2009
7. Examine cases within the Department of Liquor Control and determine the causes behind the apparent trend of increasing numbers of claims.
Responsible parties: DLC
Other parties involved: Finance
Deadline: 4/30/2009
8. Review graphs shown in the meeting and revise as necessary to sync up the cost measure with the number of new claims.
Responsible parties: CountyStat
Other parties involved: Finance
Deadline: 4/30/2009
9. Determine the factors responsible for the increase in the cost per \$100 of payroll seen in the Department of Correction and Rehabilitation.
Responsible parties: DOCR
Other parties involved: Finance
Deadline: 4/30/2009
10. Develop a measure of and benchmark for accidents per vehicle mile traveled.
Responsible parties: MCPD
Other parties involved: DGS
Deadline: 4/30/2009

cc: Timothy Firestine, Chief Administrative Officer
Fariba Kassiri, Assistant Chief Administrative Officer